

Referred
5/3/10

City of Albuquerque



DEVELOPMENT/ PLAN REVIEW APPLICATION

SUBDIVISION

- ☐ Major Subdivision action
☐ Minor Subdivision action
☐ Vacation
☐ Variance (Non-Zoning)

SITE DEVELOPMENT PLAN

- ☐ for Subdivision Purposes
☒ for Building Permit
☐ IP Master Development Plan
☐ Cert. of Appropriateness (LUCC)

STORM DRAINAGE

- ☐ Storm Drainage Cost Allocation Plan

Supplemental form

S Z

ZONING & PLANNING

- ☐ Annexation
☐ County Submittal
☐ EPC Submittal
☒ Zone Map Amendment (Establish or Change Zoning)
☐ Sector Plan (Phase I, II, III)
☐ Amendment to Sector, Area, Facility or Comprehensive Plan
☐ Text Amendment (Zoning Code/Sub Regs)
☐ Street Name Change (Local & Collector)
☐ APPEAL / PROTEST of...
☐ Decision by: DRB, EPC, LUCC, Planning Director or Staff, ZHE, Zoning Board of Appeals

PRINT OR TYPE IN BLACK INK ONLY. The applicant or agent must submit the completed application in person to the Planning Department Development Services Center, 600 2nd Street NW, Albuquerque, NM 87102. Fees must be paid at the time of application. Refer to supplemental forms for submittal requirements.

APPLICANT INFORMATION:

NAME: Southwest Federal Credit Union

PHONE: 800-880-2247

ADDRESS: PO Box 2247

FAX: 243-5604

CITY: Albuquerque

STATE NM ZIP 87103

E-MAIL:

Proprietary interest in site: Owner

List all owners:

AGENT (if any): Consensus Planning, Inc.

PHONE: 764-9801

ADDRESS: 302 Eighth Street NW

FAX: 842-5495

CITY: Albuquerque

STATE NM ZIP 87102

E-MAIL: cp@consensusplanning.com

DESCRIPTION OF REQUEST: Zone Map Amendment and Site Development Plan for Building Permit

Is the applicant seeking incentives pursuant to the Family Housing Development Program? Yes. ☒ No.

SITE INFORMATION: ACCURACY OF THE LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.

Lot or Tract No. Tract C-1-A-4A

Block: Unit: 1

Subdiv. / Addn. Cherry Hills

Current Zoning: *50-1 for C-1 Permissive Uses, Two-drive up facilities, and liquor sales limited as an auxiliary use, etc.*

Proposed zoning: *50-1 for C-1 Permissive Uses, Two-drive up restaurants, and packaged liquor sales limited as an auxiliary use, etc.*

Zone Atlas page(s): E-19-Z

No. of existing lots: 1

No. of proposed lots: N/A

Total area of site (acres): 1.2

Density if applicable: dwellings per gross acre: N/A

dwellings per net acre: N/A

Within city limits? ☒ Yes. No, but site is within 5 miles of the city limits.)

Within 1000FT of a landfill? No

UPC No. 101906235250210205

MRGCD Map No.

LOCATION OF PROPERTY BY STREETS: On or Near: Harper Road NE

Between: Wyoming Boulevard NE

and Barstow Street NE

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB, AX, Z, V, S, etc.): 1000331, Z-93-95,

Z-90-111, 1008147

Check-off if project was previously reviewed by Sketch Plat/Plan ?, or Pre-application Review Team ?. Date of review: 4-22-10 (Carmen)

SIGNATURE

(Print) James K. Strozier, AICP

DATE 4/29/10

Applicant ☒ Agent

FOR OFFICIAL USE ONLY

Form revised 4/04

- ☒ INTERNAL ROUTING
☒ All checklists are complete
☒ All fees have been collected
☒ All case #s are assigned
☒ AGIS copy has been sent
☒ Case history #s are listed
☒ Site is within 1000ft of a landfill
☒ F.H.D.P. density bonus
☒ F.H.D.P. fee rebate

Application case numbers

10EPC - 40026

10EPC - 40026

Action

SBP

B2M

ADU

LMF

S.F.

—

—

—

—

—

Total

\$ 805.00

Hearing date June 10, 2010

4-29-10

Project # 1008147

FORM P(1): SITE PLAN REVIEW – E.P.C. PUBLIC HEARING

- ☐ **SITE DEVELOPMENT PLAN FOR SUBDIVISION** (EPC16) Maximum Size: 24" x 36"
- ☐ **IP MASTER DEVELOPMENT PLAN** (EPC11)
- 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
 - Scaled site plan and related drawings (folded to fit into an 8.5" by 14" pocket) 30 copies.
 - For IP master development plans, include general building and parking locations, and design requirements for buildings, landscaping, lighting, and signage.
 - Site plans and related drawings reduced to 8.5" x 11" format (1 copy)
 - Zone Atlas map with the entire property(ies) clearly outlined
 - Letter briefly describing, explaining, and justifying the request
 - Letter of authorization from the property owner if application is submitted by an agent
 - Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - Completed Site Plan for Subdivision and/or Building Permit Checklist
 - Sign Posting Agreement
 - TIS/AQIA Traffic Impact Study form with required signature
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.

- ☒ **SITE DEVELOPMENT PLAN FOR BUILDING PERMIT** (EPC15) Maximum Size: 24" x 36"

- ☐ **SITE DEVELOPMENT PLAN and/or WAIVER OF STANDARDS FOR WIRELESS TELECOM FACILITY** (EPC17)

- ☒ 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
- ☒ Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) 30 copies.
- ☒ Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. (Folded to fit into an 8.5" by 14" pocket.) 30 copies
- ☒ Site plans and related drawings reduced to 8.5" x 11" format (1 copy)
- ☒ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- ☒ Letter briefly describing, explaining, and justifying the request
- ☒ Letter of authorization from the property owner if application is submitted by an agent
- ☒ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ☒ Sign Posting Agreement
- ☒ Completed Site Plan for Subdivision and/or Building Permit Checklist
- ☒ TIS/AQIA Traffic Impact Study form with required signature
- ☒ Fee (see schedule)
- ☒ List any original and/or related file numbers on the cover application

NOTE: For wireless telecom facilities (administrative reviews referred to the EPC, or requests for waivers of requirements) the following materials are required in addition to those listed above for application submittal:

- Collocation evidence as described in Zoning Code §14-16-3-17(A)(5)
- Notarized statement declaring # of antennas accommodated. Refer to §14-16-3-17(A)(10)(d)2
- Letter of intent regarding shared use. Refer to §14-16-3-17(A)(10)(e)
- Letter of description as above also addressing concealment issues, if relevant. Refer to §14-16-3-17(A)(12)(a)
- Distance to nearest existing free standing tower and its owner's name if the proposed facility is also a free standing tower
- Registered Engineer's stamp on the Site Development Plans
- Office of Community & Neighborhood Coordination inquiry response as above based on ¼ mile radius

EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.

- ☐ **AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT** (EPC01) Maximum Size: 24" x 36"
- ☐ **AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION** (EPC02)

- Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) 30 copies
- DRB signed Site Plan being amended (folded to fit into an 8.5" by 14" pocket) 30 copies
- DRB signed Site Plan for Subdivision, if applicable (required when amending SDP for Building Permit) 30 copies
- Site plans and related drawings reduced to 8.5" x 11" format (1 copy)
- Zone Atlas map with the entire property(ies) clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Letter of authorization from the property owner if application is submitted by an agent
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- Sign Posting Agreement
- Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
- TIS/AQIA Traffic Impact Study form with required signature
- Fee (see schedule)
- List any original and/or related file numbers on the cover application

EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

James E. Strazier, AICP
Applicant name (print)
4/29/10
Applicant signature / date



Form revised October 2007

- ☐ Checklists complete
- ☒ Fees collected
- ☒ Case #s assigned
- ☒ Related #s listed

Application case numbers
IDEPC - 40022

V. K. [Signature] 4-29-10
Planner signature / date
Project # 1008147

FORM Z: ZONE CODE TEXT & MAP AMENDMENTS, PLAN APPROVALS & AMENDMENTS

☐ ANNEXATION (EPC08)

- ☐ Application for zone map amendment including those submittal requirements. See below. Annexation and establishment of zoning must be applied for simultaneously.
 - ☐ Petition for Annexation Form and necessary attachments
 - ☐ Zone Atlas map with the entire property(ies) clearly outlined
 - ☐ NOTE: The Zone Atlas must show that the site is in County jurisdiction, but is contiguous to City limits.
 - ☐ Letter briefly describing, explaining, and justifying the request
 - ☐ NOTE: Justifications must adhere to the policies contained in "Resolution 54-1990"
 - ☐ Letter of authorization from the property owner if application is submitted by an agent
 - ☐ BCC Notice of Decision for City Submittals
 - ☐ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ☐ Sign Posting Agreement
 - ☐ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
 - ☐ List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

- ☐ SDP PHASE I - DRB CONCEPTUAL PLAN REVIEW (DRBPH1) (Unadvertised)
 - ☐ SDP PHASE II - EPC FINAL REVIEW & APPROVAL (EPC14) (Public Hearing)
 - ☐ SDP PHASE II - DRB FINAL SIGN-OFF (DRBPH2) (Unadvertised)
 - ☐ Copy of findings from required pre-application meeting (needed for the DRB conceptual plan review only)
 - ☐ Proposed Sector Plan (30 copies for EPC, 6 copies for DRB)
 - ☐ Zone Atlas map with the entire plan area clearly outlined
 - ☐ Letter briefly describing, explaining, and justifying the request
 - ☐ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts (for EPC public hearing only)
 - ☐ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form (for EPC public hearing only)
 - ☐ Fee for EPC final approval only (see schedule)
 - ☐ List any original and/or related file numbers on the cover application
- Refer to the schedules for the dates, times and places of DRB and EPC hearings.

Your attendance is required.

☒ AMENDMENT TO ZONE MAP - ESTABLISHMENT OF ZONING OR ZONE CHANGE (EPC05)

- ☒ Zone Atlas map with the entire property clearly outlined
 - ☒ Letter briefly describing, explaining, and justifying the request per "Resolution 270-1980".
 - ☒ Letter of authorization from the property owner if application is submitted by an agent
 - ☒ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ☒ Sign Posting Agreement
 - ☒ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
 - ☒ Fee (see schedule)
 - ☒ List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

☐ AMENDMENT TO SECTOR DEVELOPMENT MAP (EPC03)

☐ AMENDMENT SECTOR DEVELOPMENT, AREA, FACILITY, OR COMPREHENSIVE PLAN (EPC04)

- ☐ Proposed Amendment referenced to the materials in the Plan being amended (text and/or map)
 - ☐ Plan to be amended with materials to be changed noted and marked
 - ☐ Zone Atlas map with the entire plan/amendment area clearly outlined
 - ☐ Letter briefly describing, explaining, and justifying the request per "Resolution 270-1980" (Sector Plan map change only)
 - ☐ Letter of authorization from the property owner if application is submitted by an agent (Map change only)
 - ☐ Letter briefly describing, explaining, and justifying the request
 - ☐ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts (sector plans only)
 - ☐ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
 - ☐ Sign Posting Agreement
 - ☐ Fee (see schedule)
 - ☐ List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

☐ AMENDMENT TO ZONING CODE OR SUBDIVISION REGULATORY TEXT (EPC07)

- ☐ Amendment referenced to the sections of the Zone Code/Subdivision Regulations being amended
 - ☐ Sections of the Zone Code/Subdivision Regulations to be amended with text to be changed noted and marked
 - ☐ Letter briefly describing, explaining, and justifying the request
 - ☐ Fee (see schedule)
 - ☐ List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

Justin Montgomery
Applicant name (print)
Justin Montgomery 4-29-10
Applicant signature / date

Form revised APRIL 07

☒ Checklists complete
☒ Fees collected
☒ Case #s assigned
☒ Related #s listed

Application case numbers
10EPL - 40027
-
-
-

V. [Signature] 4-29-10
Planner signature / date
Project # 1008147



SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

This checklist will be used to verify the completeness of site plans submitted for review by the Environmental Planning Commission and Development Review Board. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

I CERTIFY THAT THE SUBMITTED SITE DEVELOPMENT PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.

 4/29/20
Applicant or Agent Signature / Date

NOTE: MAXIMUM SIZE FOR SUBMITTAL IS 24" X 36".

Site development plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. **Site Plan** (including utilities and easements)
2. **Landscaping Plan**
3. **Preliminary Grading Plan** (A separate Grading Plan sheet is required for a sites 1 acre or more.)
4. **Building and Structure Elevations**
5. **Conceptual Utility Plan**
6. **Previously approved Development Plan (if applicable)**

Submitted plan packets must be organized in the above manner. The following checklist describes the minimum information necessary for each plan element. **The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A."** Each non-applicable designation must be explained by notation on the Checklist.

Accompanying Material

- ☒ A. 8-1/2" x 11" reduction for each plan sheet.
- ☒ B. **Written project summary.** Each application must include a brief narrative description of the proposed project, its primary features and how compatibility with the surrounding context has been achieved.

SHEET #1 - SITE PLAN

A. General Information

- ☒ 1. Date of drawing and/or last revision
- ☒ 2. Scale: 1.0 acre or less 1" = 10'
1.0 - 5.0 acres 1" = 20'
Over 5 acres 1" = 50'
Over 20 acres 1" = 100' [Other scales as approved by staff]
- ☒ 3. Bar scale
- ☒ 4. North arrow
- ☒ 5. Scaled vicinity map
- ☒ 6. Property lines (clearly identify)
- ☒ 7. Existing and proposed easements (identify each)
- ☒ 8. Phases of development including location and square footages of structures, circulation, parking and landscaping

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT *CHECKLIST*

B. Proposed Development (If supplemental Sheets are used please indicate sheet #)

1. Structural

- ☒ A. Location of existing & proposed structures (distinguish between existing & proposed, include phasing)
- ☒ B. Square footage of each structure
- ☒ C. Proposed use of each structure
- ☒ D. Temporary structures, signs and other improvements
- ☒ E. Walls, fences, and screening: indicate height, length, color and materials
- ☒ F. Dimensions of all principal site elements or typical dimensions thereof
- ☒ G. Loading facilities
- ☒ H. Site lighting (indicate height & fixture type)
- ☒ I. Indicate structures within 20 feet of site
- ☒ J. Elevation drawing of refuse container and enclosure, if applicable.
- ☒ K. Site amenities including patios, benches, tables, (indicating square footage of patios/ plazas).

2. Parking and Circulation

- ☒ A. Parking layout with spaces numbered per aisle and totaled.
 - ☒ 1. **Location and typical dimensions**, including handicapped spaces
 - ☒ 2. **Calculations:** spaces required: 27 provided: 68
Handicapped spaces (included in required total) required: 2 provided: 4
Motorcycle spaces (in addition to required total) required: 2 provided: 4
- ☒ B. Bicycle parking & facilities
 - ☒ 1. Bicycle racks, spaces required: provided:
 - ☒ 2. Bikeways and other bicycle facilities, if applicable
- ☒ C. Public Transit
 - ☒ 1. Bus facilities, including routes, bays and shelters existing or required
- ☒ D. Pedestrian Circulation
 - ☒ 1. Location and dimensions of all sidewalks and pedestrian paths
 - ☒ 2. Location and dimension of drive aisle crossings, including paving treatment
- ☒ E. Vehicular Circulation (Refer to Chapter 23 of DPM) *Sheet 5*
 - ☒ 1. Ingress and egress locations, including width and curve radii dimensions
 - ☒ 2. Drive aisle locations, including width and curve radii dimensions
 - ☒ 3. End aisle locations, including width and curve radii dimensions
 - ☒ 4. Location & orientation of refuse enclosure, with dimensions
 - ☒ 5. Curb cut locations and dimensions
 - ☒ 6. Existing and proposed street widths, right-of-way widths and curve radii
 - ☒ 7. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
 - ☒ 8. Location of traffic signs and signals related to the functioning of the proposal
 - ☒ 9. Identify existing and proposed medians and median cuts

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT *CHECKLIST*

3. Phasing

- ☒ A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

SHEET #2 LANDSCAPING PLAN

Landscaping may be shown on sheet #1 with written approval from Planning Department staff.

- ☒ 1. Scale - must be same as scale on sheet #1 - Site plan
- ☒ 2. Bar Scale
- ☒ 3. North Arrow
- ☒ 4. Property Lines
- ☒ 5. Existing and proposed easements
- ☒ 6. Identify nature of ground cover materials
- ☒ A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
- ☒ B. Pervious areas (planting beds, grass, ground cover vegetation, etc.)
- ☒ C. Ponding areas either for drainage or landscaping/recreational use
- ☒ 7. Identify type, location and size of plantings (common and/or botanical names).
- ☒ A. Existing, indicating whether it is to be preserved or removed.
- ☒ B. Proposed, to be established for general landscaping.
- ☒ C. Proposed, to be established for screening/buffering.
- ☒ 8. Describe irrigation system – Phase I & II . . .
- ☒ 9. Backflow prevention detail
- ☒ 10. Planting Beds, indicating square footage of each bed
- ☒ 11. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage.
- ☒ 12. Responsibility for Maintenance (statement)
- ☒ 13. Statement of compliance with Water Conservation... Ordinance, see article 6-1-1-1.
- ☒ 14. Landscaped area requirement; square footage and percent (specify clearly on plan)
- ☒ 15. Landscaped area provided; square footage and percent (specify clearly on plan)
- ☒ 16. Planting or tree well detail
- ☒ 17. Street Tree Plan as defined in the Street Tree Ord.

SHEET # 3 PRELIMINARY GRADING PLAN

The Preliminary Grading Plan provides the Planning Commission and staff with an understanding of site topography and how it relates to adjacent property. Planning staff may waive or allow adjustments to the Preliminary Grading Plan requirements for sites that are small, relatively flat and have no existing or proposed extraordinary drainage facilities. Waivers must be obtained in writing from the City Engineer prior to application submittal.

Grading information for sites that are under 1 acre can be included on Sheet #1 with written approval from the Planning Department Staff.

A. General Information

- ☒ 1. Scale - must be same as Sheet #1 - Site Plan
- ☒ 2. Bar Scale
- ☒ 3. North Arrow
- ☒ 4. Property Lines
- ☒ 5. Existing and proposed easements

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

- ☒ 6. Building footprints
- ☒ 7. Location of Retaining walls

B. Grading Information

- ☒ 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- ☒ 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- ☒ 3. Identify ponding areas
- ☒ 4. Cross Sections
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

SHEET #4 UTILITY PLAN

- ☒ 1. Fire hydrant locations, existing and proposed.
- ☒ 2. Distribution lines
- ☒ 3. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- ☒ 4. Existing water, sewer, storm drainage facilities (public and/or private).
- ☒ 5. Proposed water, sewer, storm drainage facilities (public and/or private)

SHEET #5 BUILDING AND STRUCTURE ELEVATIONS

A. General Information

- ☒ A. Scale (minimum of 1/8" or as approved by Planning Staff).
- ☒ B. Bar Scale
- ☒ C. Detailed Building Elevations for each facade
 - ☒ 1. Identify facade orientation (north, south, east, & west).
 - ☒ 2. Facade dimensions including overall height and width
 - ☒ 3. Location, dimensions, materials, and colors of principle façade elements- windows, doors, etc.
 - ☒ 4. For EPC and DRB submittals only – Color renderings or similar (12 copies) illustrations
- ☒ E. Site Development Plans for single family residential projects with multiple units may require submittal of specific information on building features in lieu of elevation drawings for each building. Applicants are advised to discussed submittal requirements with Planning Department staff.

B. Signage

- ☒ 1. Site location(s)
- ☒ 2. Sign elevations to scale
- ☒ 3. Dimensions, including height and width
- ☒ 4. Sign face area - dimensions and square footage clearly indicated
- ☒ 5. Lighting
- ☒ 6. Materials and colors for sign face and structural elements.

CITY OF ALBUQUERQUE

TRAFFIC IMPACT STUDY (TIS) / AIR QUALITY IMPACT ASSESSMENT (AQIA) FORM

APPLICANT: Consensus Planning, Inc.

DATE OF REQUEST: 4/28/10 ZONE ATLAS PAGE(S): E-19-Z

CURRENT:

SU-1 for C-1 Permissive Uses, two drive up facilities and packaged liquor sales limited, as an ancillary use, etc.

LEGAL DESCRIPTION:

LOT OR TRACT # C-1-A-4A BLOCK #

PARCEL SIZE (AC/SQ. FT.) 1.2 acres

SUBDIVISION NAME Cherry Hills, Unit 1

REQUESTED CITY ACTION(S):

ANNEXATION ☐

SECTOR PLAN ☐

SITE DEVELOPMENT PLAN:

COMP. PLAN ☐

ZONE CHANGE ☐

A) SUBDIVISION ☐ BUILDING PERMIT ☒

AMENDMENT ☐

CONDITIONAL USE ☐

B) BUILD'G PURPOSES ☐ ACCESS PERMIT ☐

C) AMENDMENT ☐ OTHER ☐

PROPOSED DEVELOPMENT:

GENERAL DESCRIPTION OF ACTION: 1

NO CONSTRUCTION/DEVELOPMENT ☐

OF UNITS: N/A

NEW CONSTRUCTION ☒

BUILDING SIZE: 6,336 (sq. ft.)

EXPANSION OF EXISTING DEVELOPMENT ☐

NOTES: 1. Changes made to development proposals / assumptions, from the information provided above, may change the TIS or AQIA analysis requirements.

APPLICANT OR REPRESENTATIVE

DATE 4/29/10

(TO BE SIGNED UPON COMPLETION OF PROCESSING BY TRAFFIC ENGINEER AND ENVIRONMENTAL HEALTH)

Planning Department, Development & Building Services Division, Transportation Development Section - 2nd Floor West, 600 2nd St. NW, Plaza del Sol Building, City, 87102, phone 824-3884

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES ☐ NO ☒ BORDERLINE ☐

THRESHOLDS MET? YES ☐ NO ☒ MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: ☐

Notes: NO TIS REQUIRED, UNLESS THE EPC DETERMINES THAT THE PROPOSAL IS NOT A PERMISSIVE USE. THEN, A DETERMINATION WILL BE REQUIRED. If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. Any subsequent changes to the development proposal identified above may require an update or new TIS.

TRAFFIC ENGINEER

DATE

Air Quality Impact Analysis (AQIA) May Be Required:

Section 14-16-3-14 of the COA Comprehensive Zoning Code contains threshold requirements for air quality studies. Criteria and thresholds contained in the Zoning Code specify which land use or plan actions will require preparation of an AQIA. Please refer to this section in order to determine if your proposal merits study for air quality impacts. An AQIA is not required, if a TIS is not required by the City or an associated TIS shows all signalized intersections functioning at Level of Service (LOS) C or better. An AQIA will only be required for a Sector Development Plan or Sector Development Plan Amendment if it meets AQIA thresholds in the Zoning Code.

AIR QUALITY IMPACT ANALYSIS (AQIA) REQUIRED: YES ☐ NO ☒

Contact an Air Quality Planner at 768-2660 to insure that input is received from the Air Quality Division during the scoping of the companion TIS. Any subsequent changes to the development proposal identified above may require an update or new AQIA.

APPLICANT

DATE

Required TIS and/or AQIA must be completed prior to applying to the EPC. Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS

-SUBMITTED ☐ ☐ ☐
-FINALIZED ☐ ☐ ☐

TRAFFIC ENGINEER

DATE

Revised June 27, 2005



April 27, 2010

Mr. Doug Peterson, Chair
Environmental Planning Commission
City of Albuquerque
600 Second Street NW
Albuquerque, NM 87102

RE: Zone Map Amendment and Site Development Plan for Building Permit

Dear Mr. Chairman:

The purpose of this letter is to authorize Consensus Planning, Inc. to act as our agent on this request for a Zone Map Amendment and a Site Development Plan for Building Permit for the property legally described as Tract C-1-A-4A, Cherry Hills, Unit 1. The property is located on 8111 Harper Road NE, between Wyoming Boulevard NE and Barstow Street NE.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be "J. Smith", is written over the word "Sincerely,".

Southwest Federal Credit Union

Your Best Interest is Our Business

PO Box 2247 Albuquerque, NM 87103-2247 • Phone 800.880.7974 • Fax 505.243.5604



PLANNING

CONSENSUS

April 29, 2010

Landscape Architecture
Urban Design
Planning Services

Mr. Doug Peterson, Chair
Environmental Planning Commission
City of Albuquerque
600 Second Street NW
Albuquerque, NM 87102

RE: Zone Map Amendment and Site Development Plan for Building Permit

302 Eighth St. NW
Albuquerque, NM 87102

Dear Mr. Chairman:

(505) 764-9801
Fax 842-5495
cp@consensusplanning.com
www.consensusplanning.com

On behalf of Southwest Federal Credit Union, Consensus Planning, Inc. is requesting a Zone Map Amendment and Site Development Plan for Building Permit for the property located on Harper Road NE, between Wyoming Boulevard NE and Barstow Street NE. The subject site is approximately 1.2 acres and legally described as Tract C-1-A-4A, Cherry Hills, Unit 1. The site is currently zoned SU-1 for C-1 Permissive Uses, two drive-up facilities and package liquor sales limited, as an ancillary use, to one retail establishment not exceeding 25 percent of the gross floor area but in no case shall be larger than 5,000 square feet for Tracts C-1-A-1 through C-1-A-5 inclusive.

PROJECT INTRODUCTION

This is a two part request for a Zone Map Amendment and Site Development Plan for Building Permit to enable the development of a Southwest Federal Credit Union branch office. The subject property is vacant and adjacent to the Del Norte Center. This site was used as parking for the shopping center, but a recent administrative amendment (10AA-10051) corrected the parking calculations for the shopping center and showed that the subject site is not needed for the shopping center. This site is an ideal location for infill development.

SITE CHARACTERISTICS

The subject site is currently developed as a parking lot and within the Established Urban Area of the City according to the Comprehensive Plan. The site is on the north side of Harper Road NE, a Minor Arterial, between Wyoming Boulevard NE, a Principal Arterial, and Barstow Street NE, an Urban Collector. The intersections of Wyoming Boulevard/Harper Road and Barstow Street/Harper Road are both controlled with traffic lights. Wyoming Boulevard is an Enhanced Transit Corridor serving ABQ Ride routes 98 and 31. There are four bus stops along Wyoming Boulevard that are within walking distance (less than ¼ of a mile) from the subject site.

PRINCIPALS

Karen R. Marcotte, AICP
James K. Strozier, AICP
Christopher J. Green, ASLA

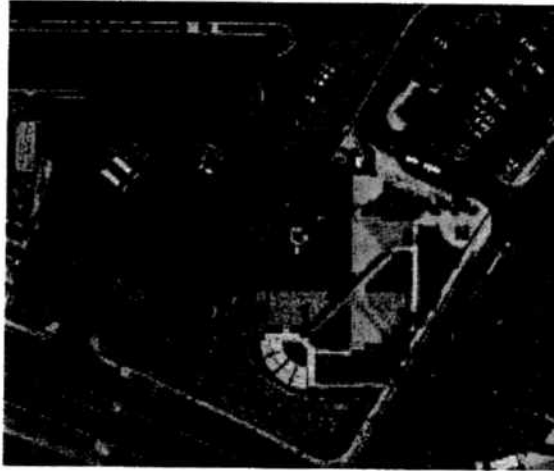
ASSOCIATES

Jacqueline Fishman, AICP



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PLANNING



Pedestrian connections to this site exist along Harper Road, and there is an existing 30 foot bicycle easement with an asphalt trail between the site and the Cherry Hills Library. There is an existing curb cut with ADA ramps on Harper Road that will remain to serve the proposed development. The image to left is an aerial view of the subject site, which show the asphalt trail located between the subject site and the Cherry Hills Library.

ADJACENT ZONING AND LAND USES

Direction	Zoning	Land Use
North	SU-1 for Neighborhood Shopping Center	Commercial, Office
South	SU-1 for PRD	Vacant
East	R-1	Library, Residential
West	SU-1 for C-1 Permissive Uses, etc. (same as subject site)	Commercial

The proposed development will complement the surrounding land uses by adding an additional service to the host of commercial, office, and residential uses located in this area. North of the subject site is the Del Norte Center which has several commercial and office uses including: New Mexico Sports and Wellness, Style America Hair Care, Sun's Up Tanning, Athlete's Edge, Learning Rx, Covenant Schools, Sam's Regent Pharmacy, Subway, Pizza Hut Delivery, and the New Mexico Gas Company. South of the subject site is vacant land owned by Albuquerque Academy. East of the subject site is the Cherry Hills Library and single-family homes. West of the subject site is a Circle K/Shell gas station, a Walgreens, and a McDonalds restaurant.

RESPONSE TO THE CITY OF ALBUQUERQUE RESOLUTION 270-1980

This section justifies the Zone Map Amendment request for Tract C-1-A-4A, Cherry Hills, Unit 1. *Policy language is italicized*; applicant's comments are in normal text. This request is in compliance with Resolution 270-1980 as follows:

- A. *A proposed zone change must be found to be consistent with the health, safety, morals, and general welfare of the City.*

The proposed zone change will not jeopardize the health, safety, morals, and general welfare of the City. We are requesting that an error in the zoning be corrected. The proposed change will not alter the types of land uses permitted in this zone; rather it will restrict the number of drive-up restaurants which was the original intention of the zoning restriction before the error occurred.

- B. *Stability of land use and zoning is desirable; therefore the applicant must provide a sound justification for the change. The burden is on the applicant to show why the change should be made, not on the City to show why the change should not be made.*



This zone change should be made in order to correct an error that was made in 1993. Further explanation of this error is below in section D. The proposed zone change will not destabilize the land use and zoning pattern of this area. The intensity of the allowable land uses will not change with this request. The proposed development is a C-1 permissive use which will add to the variety commercial services available in this area.

- C. A proposed change shall not be in significant conflict with adopted elements of the Comprehensive Plan or other city master plans and amendments thereto including privately developed area plans which have been adopted by the City.*

The subject site is in the Established Urban Area as designated by the Comprehensive Plan. The site is not within the boundaries of any City adopted Rank II or Rank III plans. The following Comprehensive Plan goals and policies are furthered by this request:

B.5. Developing and Established Urban Areas

The Goal is to create a quality urban environment which perpetuates the tradition of identifiable, individual but integrated communities within the metropolitan area and which offers variety and maximum choice in housing, transportation, work areas, and life styles, while creating a visually pleasing built environment.

The proposed Zone Map Amendment will enable the development of a new Southwest Federal Credit Union. The goal of the Established Urban Area is furthered through this development, because it will add a new commercial service in an area that is zoned for neighborhood commercial uses. The subject site is adjacent to the Del Norte Center and other commercial uses. The proposed development will add to the variety of services available at this location. The proposed development will create new employment opportunities in this area. A visually pleasing built environment will be created through the removal of unneeded surface parking and the addition of a brand new building and landscaping. The subject site is an ideal location for infill development.

Policy a: The Developing Urban and Established Urban Areas as shown by the Plan map shall allow a full range of urban land uses, resulting in an overall gross density up to 5 dwelling units per acre.

The proposed Zone Map Amendment and Site Development Plan for Building Permit will add to the full range of urban land uses offered in this area. There is not a bank in the Del Norte Center or near the subject site, which is conveniently located in an area that has excellent access and is pedestrian, cyclist, and transit rider friendly.

Policy d: The location, intensity, and design of new development shall respect existing neighborhood values, natural environmental conditions and carrying capacities, scenic resources, and resources of other social, cultural, recreational concern.

The subject site is developed as a parking lot located in an area that is zoned for neighborhood commercial uses. The intensity of the proposed development is appropriate for this location, which has been zoned for C-1 Permissive Uses for nearly 20 years. The proposed development will utilize the existing resources of the site such as perimeter parking and landscaping, the curb cut and ADA ramps off of Harper Road, existing lighting, and all of the necessary utilities with no modifications.

Policy e: New growth shall be accommodated through development in areas where vacant land is contiguous to existing or programmed urban facilities and services and where the integrity of existing neighborhoods can be ensured.

The subject site is a parking lot, but is not needed to serve any of the surrounding uses. The site is adjacent to the Del Norte Center and other commercial uses. All of the infrastructure needed to serve this site is already in place. This proposed infill development project will eliminate an unneeded surface parking lot adjacent to a Minor Arterial and create a visually pleasing built environment that will complement the surrounding land uses and serve the existing neighborhood.

Policy i: Employment and service uses shall be located to complement residential areas and shall be sited to minimize adverse effects of noise, lighting, pollution, and traffic on residential environments.

The proposed development will locate employment and service uses in an area that complements a residential area. There will be no adverse effects of noise, lighting, pollution, or traffic on the residential environment. The proposed development will utilize the existing lighting on the site and does not meet the threshold for a Traffic Impact Study or Air Quality Impact Assessment.

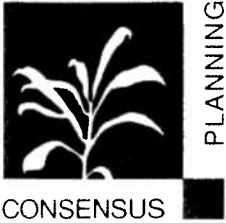
D.4. Transportation and Transit

The Goal is to develop corridors, both streets and adjacent land uses, that provide a balanced circulation system efficient placement of employment and services, and encouragement of bicycling, walking, and use of transit/paratransit as alternatives to automobile travel, while providing sufficient roadway capacity to meet mobility and access needs.

The subject site is on a Minor Arterial and will utilize the existing circulation system. The site will accommodate the use of alternative modes of transportation, such as walking, bicycling, and the use of transit. Wyoming Boulevard is an Enhanced Transit Corridor serving ABQ Ride routes 98 and 31. There are four bus stops along Wyoming Boulevard that are in walking distance (less than ¼ of a mile) from the subject site. This proposed infill development is a great example of an efficient placement of employment and services.

Policy g: Pedestrian opportunities shall be promoted and integrated into development to create safe and pleasant non-motorized travel conditions.

Pedestrian connections to this site exist along Harper Road, and there is an existing 30 foot bicycle easement with an asphalt trail between the site and the Cherry Hills Library. There is an existing curb cut with ADA ramps on Harper



Road that will remain to serve the proposed development. Additional landscaping, patio space, bicycle rack, and pedestrian crosswalk will be added to the site to improve the built environment and promote alternative modes of transportation.

D.6. Economic Development

The Goal is to achieve steady and diversified economic development balanced with other important social, cultural, and environmental goals.

The proposed Zone Map Amendment will allow a bank to be developed on a site that is appropriate for neighborhood commercial development. The proposed commercial development is needed to provide employment options and add to the variety of neighborhood friendly services offered in this area.

Policy a: New employment opportunities which will accommodate a wide range of occupational skills and salary levels shall be encouraged and new jobs located convenient to areas of most need.

The proposed Zone Map Amendment will enable new employment opportunities to be created which will accommodate a range of skills and salary levels. The subject site is a parking lot contiguous to urban development and existing infrastructure.

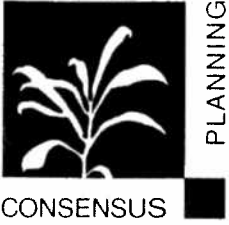
D. The applicant must demonstrate that the existing zoning is inappropriate because:

- 1. There was an error when the existing zone map pattern was created, or*
- 2. Changed neighborhood or community conditions justify the change, or*
- 3. A different use category is more advantageous to the community, as articulated in the Comprehensive Plan or other city master plan, even though (D1) or (D2) do not apply.*

The existing zoning is inappropriate because there was an error when the existing zone map pattern was created.

On October 15, 1992, the Environmental Planning Commission (EPC) approved Z-90-111 which was a zone map amendment that changed the zoning of the subject site, along with adjacent land, to SU-1 for C-1 Permissive Uses and a maximum of two drive-up restaurants and R-1. The Certification of Zoning for this request was issued on December 7, 1992. The portion of the property zoned R-1 was contributed to the City and is now the Cherry Hills Library site.

On October 21, 1993, the EPC approved Z-93-95 which was a zone map amendment that changed the zoning of the subject site to its current zoning: SU-1 for C-1 Permissive Uses, two drive-up facilities and package liquor sales limited, as an ancillary use, to one retail establishment not exceeding 25 percent of the gross floor area but in no case shall be larger than 5,000 square feet for Tracts C-1-A-1 through C-1-A-5 inclusive.



There was not a zone map amendment for this property between the dates referenced above. Regarding the number of drive-up windows in the zoning description, the word 'restaurants' was changed to 'facilities' in error. There is no discussion of this change in the Official Notification of Decision or the Staff Report dated October 21, 1993. On page three of the Staff Report, the case planner outlined the zoning history of the site and stated that the zoning of this site is, "SU-1 for C-1 Permissive Uses and a Max. of Two Drive-Up Restaurants". The Official Notice of Decision then erroneously changes the word restaurants to facilities as both the existing and proposed zoning description.

We are requesting that this error be corrected. Therefore, the proposed zoning description is: SU-1 for C-1 Permissive Uses, two drive-up restaurants and package liquor sales limited, as an ancillary use, to one retail establishment not exceeding 25 percent of the gross floor area but in no case shall be larger than 5,000 square feet for Tracts C-1-A-1 through C-1-A-5 inclusive.

In addition to the error, the proposed zone map amendment is more advantageous to the community. The proposed change is supported by the Comprehensive Plan as explained in section C above. The subject site is an ideal location for infill development

- E. A change of zone shall not be approved where some of the permissive uses in the zone would be harmful to adjacent property, the neighborhood, or the community.*

The proposed zone change will not add any permissive uses that will be harmful to adjacent property, the neighborhood, or the community. As explained above, the only proposed change to the zoning description is one word that was replaced in 1993 by mistake.

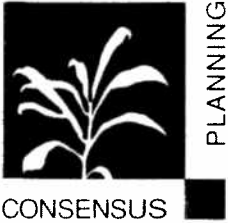
- F. A proposed zone change which, to be utilized through land development, requires major and unprogrammed capital expenditure by the city may be:*

- 1. Denied due to lack of capital funds; or*
- 2. Granted with the implicit understanding that the city is not bound to provide the capital improvements on any special schedule.*

The proposed zone change will not require any capital expenditures.

- G. The cost of land or other economic considerations pertaining to the applicant shall not be the determining factor for a change of zone.*

The economic considerations pertaining to the applicant are not the reason this zone map amendment is justified. The proposed zone map amendment will correct an error made by the City in 1993 and allow redevelopment of a surface parking lot.



- H. Location on a collector or major street is not in itself sufficient justification for apartment, office, or commercial zoning.*

The subject site's location on Harper Road NE, a Minor Arterial, is not the reason this proposed zone map amendment is justified. The proposed zone map amendment will limit the number of drive-up restaurants, which was the original restriction adopted by the EPC in 1992 before the aforementioned error occurred.

- I. A zone change request which would give a zone different from surrounding zoning to one small area, especially when only one premise is involved, is generally called a "spot zone." Such a change of zone may be approved only when:*
- 1. The change will clearly facilitate realization of the Comprehensive Plan and any applicable adopted sector development plan or area development plan.*
 - 2. The area of the proposed zone change is different from surrounding land because it could function as a transition between adjacent zones; because the site is not suitable for the uses allowed in any adjacent zone due to topography, traffic, or special adverse land uses nearby; or because the nature of the structures already on the premises makes the site unsuitable for the uses allowed in any adjacent zone.*

The proposed zone map amendment is a spot zone, because it is a Special Use zoning description that is different from the surrounding zoning. However, the proposed zone change clearly facilitates the realization of the Comprehensive Plan as explained in section C above.

- J. A zone change request which would give a zone different from surrounding zoning to a strip of land along a street is generally called "strip zoning." Strip commercial zoning will be approved only where:*
- 1. The change will clearly facilitate realization of the Comprehensive Plan and any adopted sector development plan or area development plan; and*
 - 2. The area of the proposed zone change is different from surrounding land because it could function as a transition between adjacent zones or because the site is not suitable for the uses allowed in any adjacent zone due to traffic or special adverse land uses nearby.*

The proposed zone change is not considered "strip zoning" do to the size and location of the site.

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT

The proposed development is a Southwest Federal Credit Union branch office that is 6,336 square feet, consisting of two stories with a drive up window and ATM. The subject site is currently vacant, but being used as a parking lot. This proposed infill development project will utilize the existing curb cut with ADA ramps, perimeter landscaping and parking, and two existing light poles. All of the utilities needed to serve the site are already in place and will not require any modifications.



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The proposed Site Development Plan for Building Permit will enable the site to be changed from an unnecessary parking lot along a Minor Arterial to a new Southwest Federal Credit Union that can serve the area. All of the improvements to the subject site will be made in the site's interior; therefore, this proposed development will utilize the existing resources available. There is one monument sign proposed at the southwest corner of the property that is limited to 24 square feet per face. Additional landscaping, patio space, bicycle rack, and pedestrian crosswalk will be added to the site to improve the built environment and promote alternative modes of transportation.

CONCLUSION

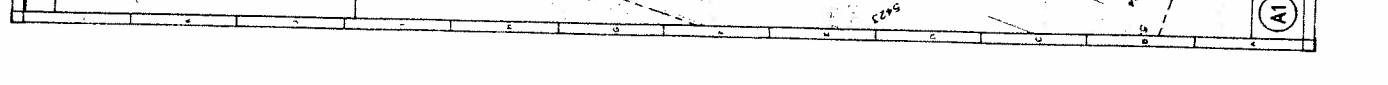
This is a two part request for a Zone Map Amendment and Site Development Plan for Building Permit to enable the development of a Southwest Federal Credit Union branch office. The subject site is vacant and ideal for infill development. The Zone Map Amendment is needed in order to correct an error made in 1993. The proposed development will complement the surrounding land uses by adding an additional service to the host of commercial, office, and residential uses located in this area.

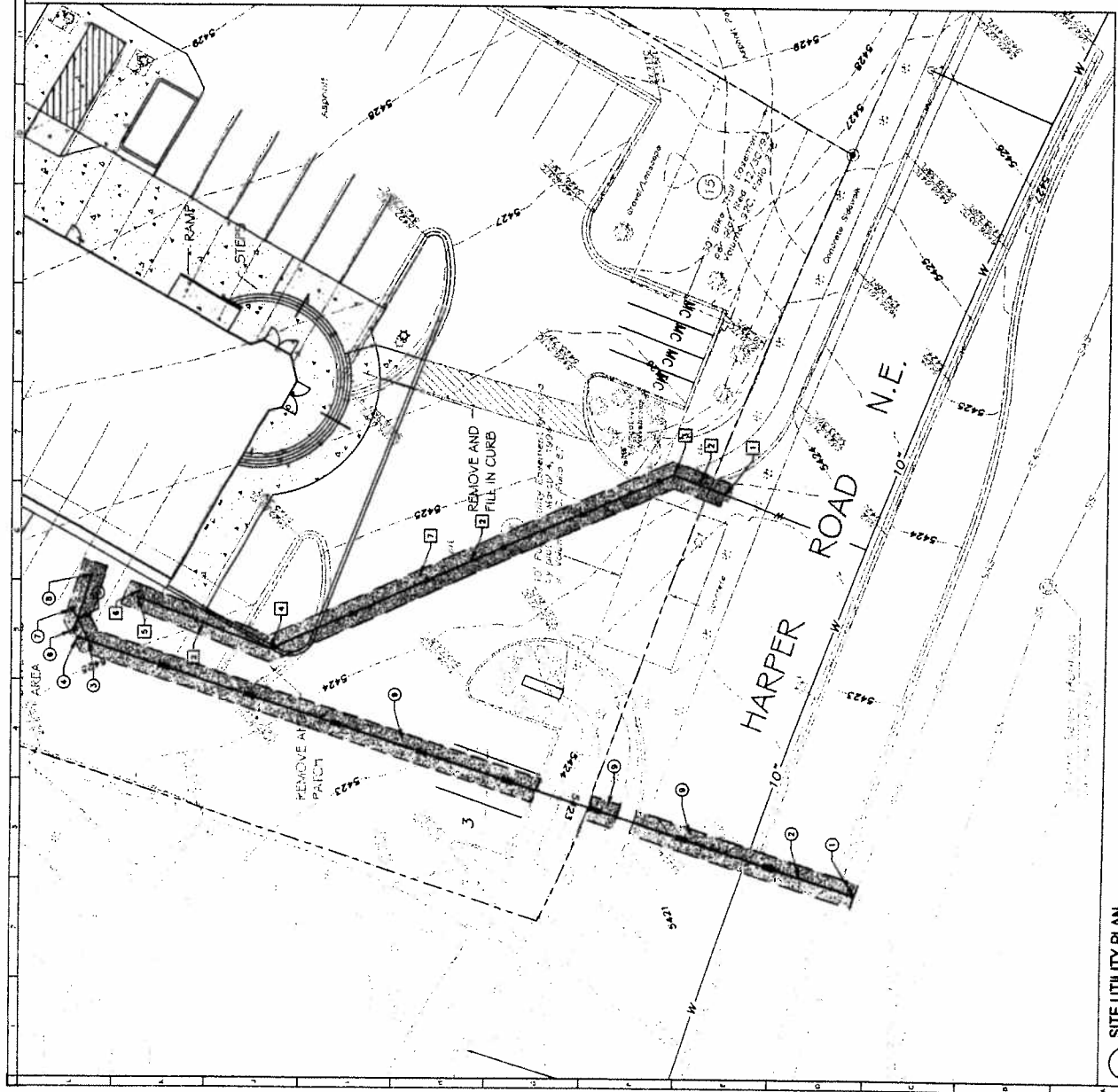
We respectfully urge your approval of this request. If you have any questions, then do not hesitate to call me at (505) 764-9801.

Sincerely,

A handwritten signature in black ink, appearing to read "James K. Strozler", written over a circular stamp or seal.

James K. Strozler, AICP
Principal





LEGEND

- PROPOSED WATER SERVICE LINE
- PROPOSED SEWER SERVICE LINE
- EXISTING WATER SERVICE LINE
- EXISTING SEWER SERVICE LINE
- PROPOSED WATER METER
- PROPOSED 18" AND 24" DIAMETER MANHOLE
- PROPOSED 18" AND 24" DIAMETER CATCH BASIN
- PROPOSED DOUBLE CLEANOUT
- PROPOSED FIRE HYDRANT

GENERAL NOTES

1. CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO CONSTRUCTION. ALL UTILITIES SHALL BE DEPTH MARKED PRIOR TO CONSTRUCTION. THE PROPOSED LOCATIONS OF ANY UTILITIES IN THE PROJECT AREA SHALL BE FIELD VERIFIED PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL PROVIDE A 10' MINIMUM COVER ON ALL NEW UTILITY LOCATIONS.

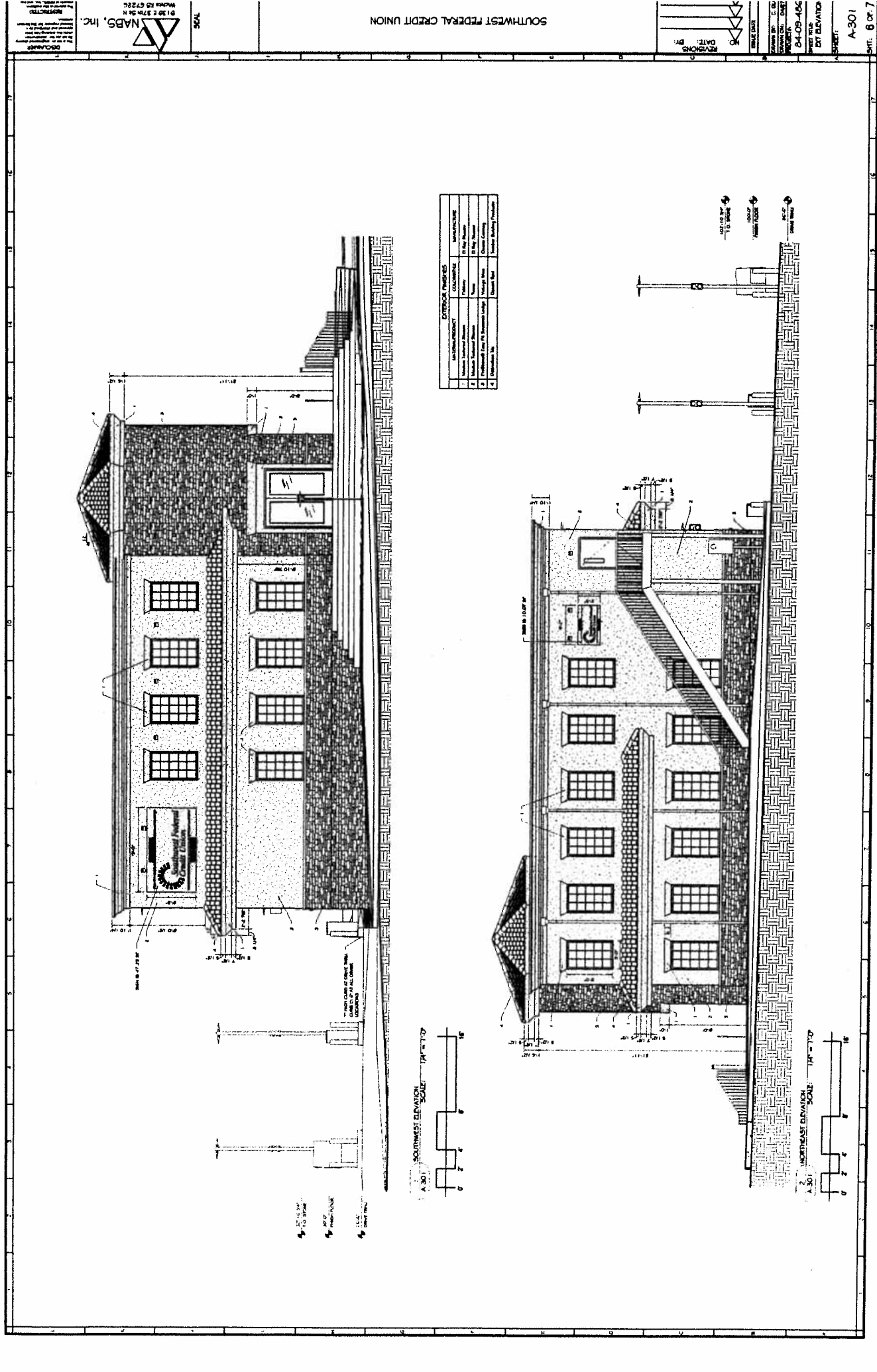
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS AND RIGHTS-OF-WAY PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS AND RIGHTS-OF-WAY PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS AND RIGHTS-OF-WAY PRIOR TO CONSTRUCTION.

WATER NOTES

1. CONNECT NEW 12" PVC SANITARY SEWER LINE TO EXISTING WATER SERVICE LINE. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF DENVER STANDARD SPECIFICATIONS FOR CONSTRUCTION.
2. INSTALL NEW 12" PVC SANITARY SEWER LINE.
3. INSTALL NEW 12" 45° ELBOW FITTING.
4. INSTALL NEW 12" 45° ELBOW FITTING.
5. INSTALL NEW 12" 45° ELBOW FITTING.
6. INSTALL NEW 12" 45° ELBOW FITTING.
7. REMOVE EXISTING 12" WATER MAIN AND REPLACE WITH 12" PVC SANITARY SEWER LINE. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF DENVER STANDARD SPECIFICATIONS FOR CONSTRUCTION.

SEWER NOTES

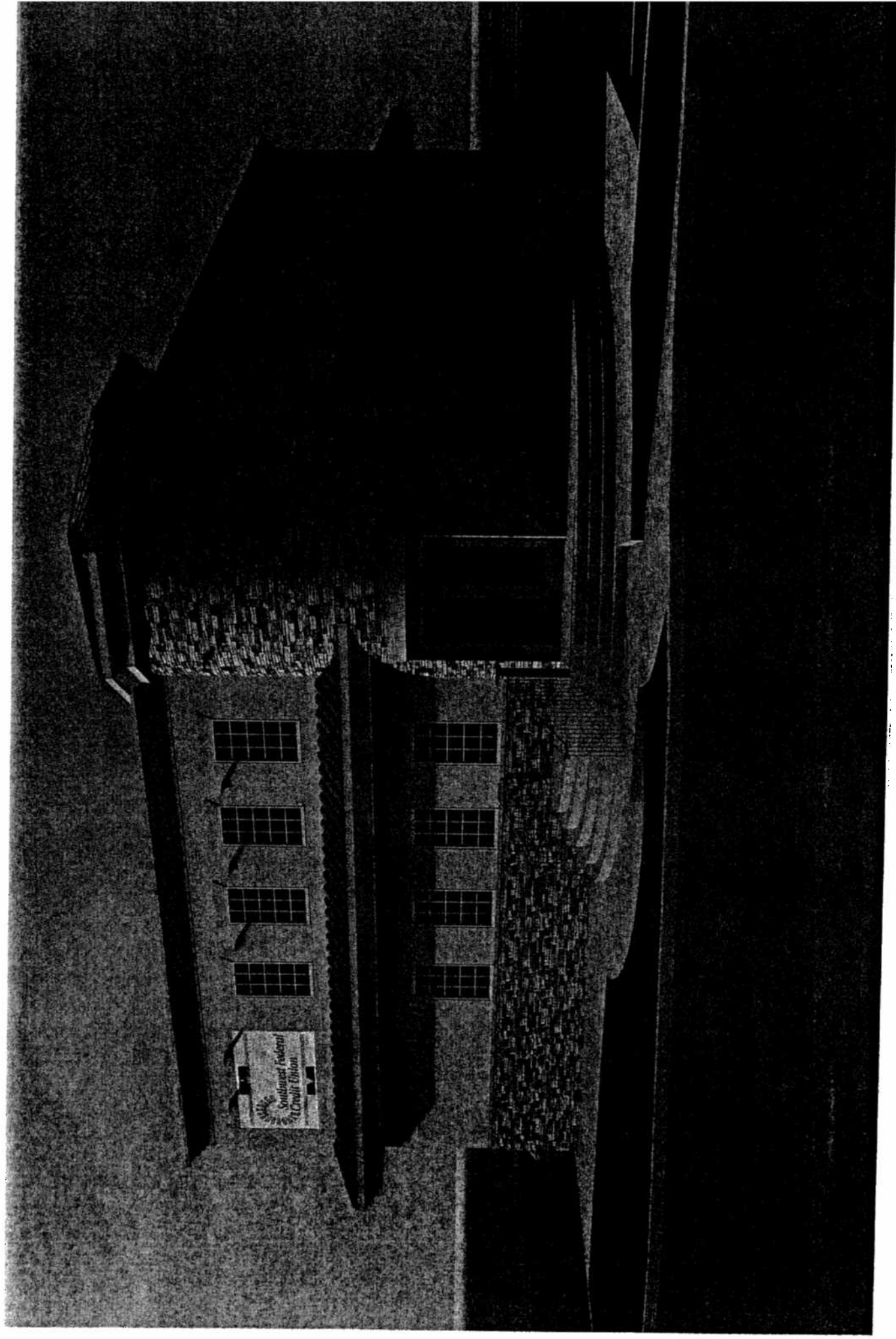
1. CONNECT NEW 12" PVC SANITARY SEWER LINE TO EXISTING SEWER MAIN.
2. INSTALL NEW 12" PVC SANITARY SEWER LINE.
3. INSTALL NEW 12" 45° ELBOW FITTING.
4. INSTALL NEW 12" 45° ELBOW FITTING.
5. INSTALL NEW 12" 45° ELBOW FITTING.
6. INSTALL NEW 12" 45° ELBOW FITTING.
7. REMOVE EXISTING 12" SEWER MAIN AND REPLACE WITH 12" PVC SANITARY SEWER LINE. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF DENVER STANDARD SPECIFICATIONS FOR CONSTRUCTION.





This architectural drawing shows a side elevation of a building. The central feature is a large, rectangular entrance with a pediment supported by two columns. Above the entrance is a decorative frieze. To the left of the entrance is a large window with a decorative frame. To the right is a smaller window. The building has a flat roof with a decorative cornice. The drawing includes various architectural details such as moldings, cornices, and a decorative frieze. The drawing is labeled with 'Fig. 1' and 'Fig. 2'.







City of Albuquerque

PLEASE NOTE: The Neighborhood Association information listed in this letter is valid for one (1) month. If you haven't filed your application within one (1) month of the date of this letter – you will need to get an updated letter from our office. It is your responsibility to provide current information – outdated information may result in a deferral of your case.

Date: 4-21-2010

TO CONTACT NAME: JUSTIN MONTGOMERY
 COMPANY/AGENCY: CONSENSUS PLANNING, INC
 ADDRESS/ZIP: 309 8th St
 PHONE/FAX #: 760-980 842-5495

Thank you for your inquiry of 4/21/10 (date) requesting the names of **ALL Affected**

Neighborhood and/or Homeowner Associations who would be affected under the provisions of O-92 by your proposed project at HARPER DRIVE NE
between Wyoming Blvd Barstow St.
 zone map page(s) E-19

Our records indicate that the **Affected Neighborhood and/or Homeowner Associations** affected by this proposal and the contact names are as follows:

District 4, Cherry Hills
 Neighborhood or Homeowner Association

Contacts: _____

North Wyoming
 Neighborhood or Homeowner Association

Contacts: _____

See reverse side for additional Neighborhood and/or Homeowner Associations Information:

YES { } NO ☒

Please note that according to O-92 you are required to notify each of these contact persons by **CERTIFIED MAIL. RETURN RECEIPT REQUESTED. BEFORE** the Planning Department will accept your application filing. **IMPORTANT! FAILURE OF ADEQUATE NOTIFICATION MAY RESULT IN YOUR APPLICATION HEARING BEING DEFERRED FOR 30 DAYS.** If you have any questions about the information provided, please contact our office at (505) 924-3914 or by fax at 924-3913.

Sincerely,

Sandra M. Montoya
 OFFICE OF NEIGHBORHOOD COORDINATION

ATTENTION: Both contacts for each Neighborhood and/or Homeowner Associations need to be notified.

NORTH WYOMING N.A. (NWG) "R"

***Amy Wasko** e-mail: amywasko@rocketmail.com
7808 Callow NE/87109 821-4597 (h)
Nanci Carriveau e-mail: nancic613@cs.com
8309 Krim Dr. NE/87109 821-8673 (h)
NA E-mail: albqnwna@yahoo.com **Hotline #:** 828-1596

Council District: 4
County District: 4
Police Beat: 433/NE
Zone Map #: D-18-20, E-18-20

CHERRY HILLS CIVIC ASSOC. (CHC) "R"

***Howard Thomas** e-mail: highdesertlawyer@comcast.net
6809 Red Sky Rd. NE/87111 259-4694 (h)
Paul Pieper e-mail: digitalroy1@comcast.net
6801 Red Sky Rd. NE/87111 822-8448 (h) 980-4550 (c)
Website: www.cherryhillssabq.org

Council District: 4
County District: 4
Police Beat: 434/NE
Zone Map #: D-E-19-20

DISTRICT 4 COALITION OF N.A.'S

***Amy Whiting**, P.O. Box 91343/87199-1343 440-7028 (c) e-mail: abqdelreyna@aol.com
Erica Vasquez, P.O. Box 92315/87199 681-7286 (h) e-mail: sect.dist4@gmail.com
Website: www.d4c-abq.info

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Restricted Delivery Fee (Endorsement Required)		\$0.00
Total Postage & Fees	\$	\$7.00

04/29/2010

Sent To *Ms. Nancy Carriveau*
 Street, Apt. No.,
 or PO Box No. *8309 Krim Drive NE*
 City, State, ZIP+4 *Albuquerque, NM 87109*

PS Form 3800, August 2006

See Reverse for Instructions



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Return Receipt Fee (Endorsement Required)		\$2.30
Restricted Delivery Fee (Endorsement Required)		\$0.00
Total Postage & Fees	\$	\$7.00

0104

Sent To *Ms. Amy Work*
 Street, Apt. No.,
 or PO Box No. *7808 Callow St NE*
 City, State, ZIP+4 *Albuquerque, NM 87109*

PS Form 3800, August 2006

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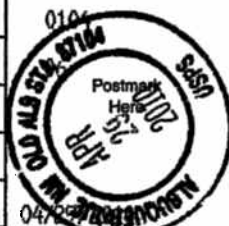
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Return Receipt Fee (Endorsement Required)		\$2.30
Restricted Delivery Fee (Endorsement Required)		\$0.00
Total Postage & Fees	\$	\$7.00

04/29/2010

Sent To *Mr. Paul Pieper*
 Street, Apt. No.,
 or PO Box No. *6801 Red Sky Rd NE*
 City, State, ZIP+4 *Albuquerque, NM 87111*

PS Form 3800, August 2006

See Reverse for Instructions



7008 1830 0000 5495 3216

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04/29/2010

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 or PO Box No. *6809 Red Sky Rd NE*
 City, State, ZIP+4 *Albuquerque, NM 87111*

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ALBUQUERQUE NM 87199

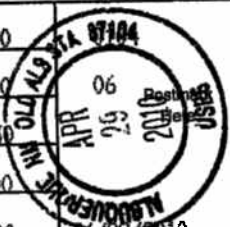
Postage	\$	\$1.90
Certified Fee		\$2.80
Return Receipt Fee (Endorsement Required)		\$2.30
Restricted Delivery Fee (Endorsement Required)		\$0.00
Total Postage & Fees	\$	\$7.00

04/29/2010

Sent To *Ms. Amy Whiting*
 Street, Apt. No.,
 or PO Box No. *PO Box 91343*
 City, State, ZIP+4 *Albuquerque, NM 87199*

PS Form 3800, August 2006

See Reverse for Instructions



7008 1830 0000 5495 3209

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ALBUQUERQUE NM 87199

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Certified Fee		\$2.80
Return Receipt Fee (Endorsement Required)		\$2.30
Restricted Delivery Fee (Endorsement Required)		\$0.00
Total Postage & Fees	\$	\$7.00

04/29/2010

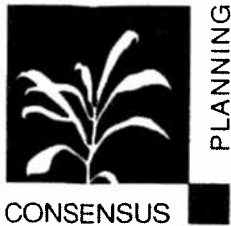
Sent To *Ms. Erica Vasquez*
 Street, Apt. No.,
 or PO Box No. *PO Box 92313*
 City, State, ZIP+4 *Albuquerque, NM 87199*

PS Form 3800, August 2006

See Reverse for Instructions



typical



CONSENSUS

April 29, 2010

Ms. Amy Wasko
North Wyoming N.A.
7808 Callow Street NE
Albuquerque, NM 87109

Dear Ms. Wasko:

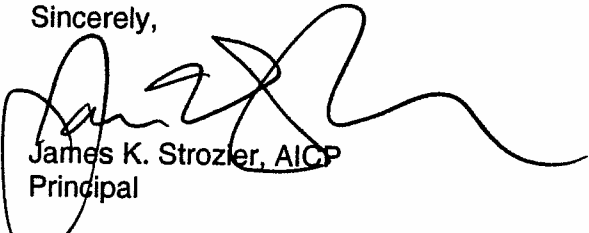
This letter is notification that Consensus Planning, Inc. has submitted a request for a Zone Map Amendment and Site Plan for Building Permit to the Environmental Planning Commission (EPC) on behalf of Southwest Federal Credit Union. The site is located on Harper Road NE, between Wyoming Boulevard NE and Barstow Street NE. The subject site is approximately 1.2 acres and legally described as Tract C-1-A-4A, Cherry Hills, Unit 1. These requests are consistent with the Comprehensive Plan. The following are detailed descriptions of these requests:

(1) Zone Map Amendment - A Zone Map Amendment is needed in order to correct an error made by the City, since the word 'facilities' should be 'restaurants', which was the original intention of the zoning restriction before the error was made. This change will allow the bank to have a drive up window and ATM.

(2) Site Development Plan for Building Permit - The applicant is also submitting a request for a Site Development Plan for Building permit. The proposed development is a Southwest Federal Credit Union branch office that is 6,336 square feet, consisting of two stories with a drive up window and ATM. The subject site is currently vacant, but being used as a parking lot that is no longer needed.

Please do not hesitate to contact me if you have any questions, would like to meet, or desire any additional information. The EPC hearing for these requests will be held on June 10, 2010 at 8:30 a.m. at the Plaza del Sol Building, located at 600 2nd Street NW.

Sincerely,


James K. Strozler, AICP
Principal

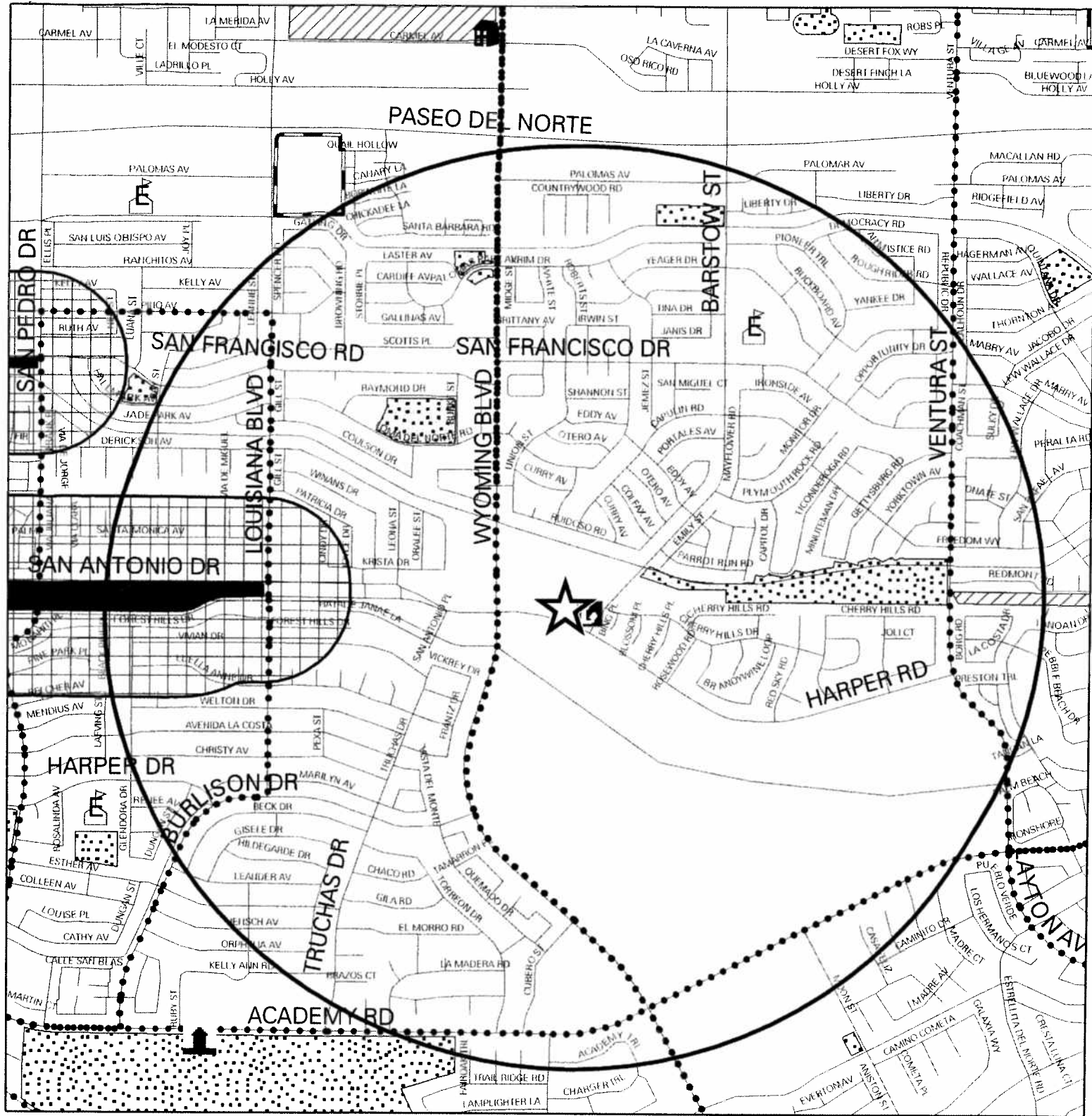
Attachments: 11"x17" copies of the Site Plan for Building Permit
Zone Atlas E-19-Z

PRINCIPALS

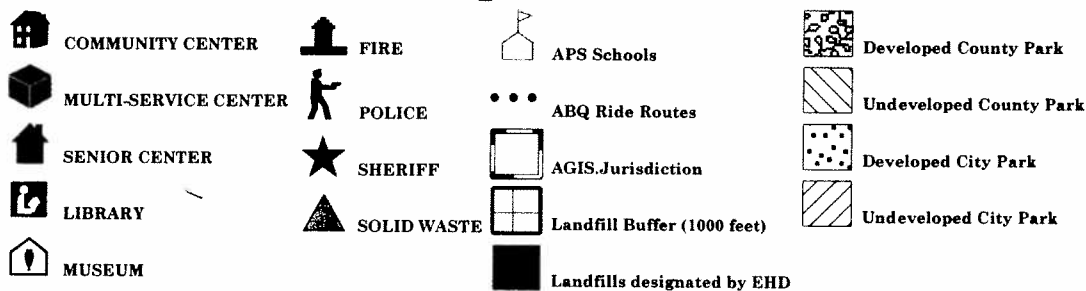
Karen R. Marcotte, AICP
James K. Strozler, AICP
Christopher J. Green, ASLA

ASSOCIATES

Jacqueline Fishman, AICP



Public Facilities Map with One-Mile Site Buffer



Project Number: 1008147

0 0.5 1 Miles

